

Central Intelligence Agency



Washington, D.C. 20505

DDA SUBJECT FILE COPY

DDA 89-1000X  
June 9, 1989

The Honorable Bernard P. Randolph  
Commander  
United States Air Force Systems Command  
Andrews Air Force Base  
Washington, DC 20034-5000

Dear General Randolph,

On behalf of the Central Intelligence Agency and in particular the Directorate of Administration, I would like to take this opportunity to invite you to attend the 1989 CIA Administrative Officers Conference scheduled to be held at the [redacted] from 10 through 12 September 1989.

Specifically, I invite you to give a presentation at the conference on Monday, 11 September. Depending on your schedule for that day, your presentation will be either preceded or followed by a special luncheon. This year, our conference will focus on "Management and Service in the 1990's." As Commander of Air Force Systems Command, your experiences will most certainly provide us with insight into how one manages a large and complex organization at present and how one is required to plan for the upcoming decade of the 1990's. Accordingly, I welcome your presence on 11 September.

Conference details with regards to transportation, timing, agenda, and other related matters can be worked out between our respective staffs. The point of contact here will be [redacted]

He may be reached on [redacted]

I look forward to seeing you in September.

Sincerely,



R. M. Huffstutler  
Deputy Director for Administration

PUB-3-AR